



Foreign Affairs Handbook

4 FAH-1 - Financial Management Handbook

Transmittal Letter: FMH-26

Date: March 3, 2003

4 FAH-1 H-420, H-520, and H-610 UPDATES

MAJOR CHANGES:

1. Revisions since the last update are listed in paragraph 5 below. They appear in ***bold italics*** in the handbook. Other than formal titles, the bold italics will be removed the next time the material is updated. Only current changes will appear in bold italics. Bold italics provide a historical record of changes.

2. Under the Foreign Affairs Reform and Restructuring Act of 1998, Public Law 105-277, the functions of the U.S. Information Agency related to international broadcasting are transferred to the Broadcasting Board of Governors. Accordingly, all provisions of the FAM previously applicable to USIA continue in effect with respect to the BBG until further notice.

3. Officers are reminded that Department-issued materials not codified in the *Foreign Affairs Manual* or its supplemental *Foreign Affairs Handbook* series generally have no regulatory validity (see 2 FAM 1115.2).

4. The legal authority and additional reference materials can be found at the following websites:

- Code of Federal Regulations (CFR)—
<http://frwebgate.access.gov/cgi-bin/get-cfr>,
- United States Code (U.S.C.)—
<http://www4.law.cornell.edu/uscode>; and
- Office of Personnel Management—
<http://www.opm.gov>

5. The updated subchapters are: H-420, H-520, and H 610

6. **H-420 (47 of 71)**—Add new organization code 201061.

7. **H-420 (53 of 71)**—Add new organization code 221440.

8. **H-520 (68 of 126)**—Add new function codes 5500 through 5590.
9. **H-610 (5 of 78)**—Add new object classification code 1120.
10. **H-610 (7 of 78)**—Add new object classification 1290.
11. **H-610 (12 of 78)**—Add new object classifications 2590, 2665, 2666, 2667, and 2668.
12. **H-610 (14 of 78))**—Add new object classifications 3326, 4120, 4121, 4122, and 4130.
13. **H-610 (15 of 78)**—Add new object classifications 4131, 4132, and 4170.

FILING INSTRUCTIONS (Paper copy only)

1. Remove and destroy Subchapters H-420, H-520, and H-610 and replace with the attached subchapters (276 pages).
2. After inserting the material in the binder, insert this transmittal letter immediately following the TL Checklist, then fill in the entry line for TL:FMH-26, and initial.

DISTRIBUTION NOTICE

1. The *Foreign Affairs Manual and Handbooks* (unclassified) official version can be found on State Department's Intranet site at <http://arpsdir.a.state.gov>.
2. All posts and offices keeping paper versions of *Foreign Affairs Handbooks* are responsible for maintaining their FAHs on a current basis (see 2 FAM 1116.5), and for ensuring that all copies (including binders) are either retained or returned to A/RPS/DIR if no longer needed. **When returning excess or unused materials include your office/post symbols and inform MMS/PB and your message center if you need to have your distribution reduced** (this generally applies only to time-sensitive paper issuances). A/RPS/MMS/PRD, Room B935, (202) 736-7470, FAX (202) 736-7472, handles all requests for paper copies, including non-Government users (include either fiscal information or payment with request, as appropriate).
3. Use KFAM and AINF TAGS on **all** communications on FAM/FAH issues; direct questions concerning issuance, validity, and updating to A/RPS/DIR. Direct questions concerning substance and interpretations to RM/GFS/FMS/FPMC. FPMC may be reached at (703) 516-1681. **(RM/GFS/FMS/FPMC)**